

Wyoming Department of Education

Dr. Jim McBride, Superintendent of Public Instruction 2020 Grand Avenue, Suite 500 Laramie, WY 82070

Phone 307-777-5296

Fax 307-777-6719

Website www.k12.wv.us

MEMORANDUM NO. 2009-026

TO: School District Superintendents

District PAWS Coordinators Building PAWS Coordinators

Principals

FROM: Lesley Wangberg, Director of State Assessment

Standards and Assessment Unit

DATE: February 13, 2009

SUBJECT: PAWS Confirmation Window

PAWS Information

Please be aware that on Monday, February 16th your District and Building PAWS Coordinators will receive notification from Pearson that the PAWS Confirmation Window will open on February 23rd. District PAWS Coordinators will be able to sign onto the online testing platform and send *Welcome Emails* to Building PAWS Coordinators who will then send *Welcome Emails* to PAWS Test Administrators. This window will allow your district and schools to add, move, or promote students, in addition to entering Day of Testing Accommodations into the online system for the Proficiency Assessments for Wyoming Students (PAWS).

Please contact Melissa Irvine at 307-777-8568 or <u>mirvin@educ.state.wy.us</u> if you have questions.

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